

CITY OF ST. CHARLES, MISSOURI  
DEPARTMENT OF PUBLIC WORKS  
GRADING PERMIT

Name and Address of  
Owner, Developer or Agent:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

Name and Address of  
Party doing Work and responsible for SWPPP:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

Name and Drivers License # of Site Supervisor: \_\_\_\_\_

EMERGENCY CONTACT INFORMATION:

Contact #1

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
After Hours Phone: \_\_\_\_\_  
Pager: \_\_\_\_\_

Contact #2

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
After Hours Phone: \_\_\_\_\_  
Pager: \_\_\_\_\_

Location and Description of Work:

\_\_\_\_\_  
\_\_\_\_\_

Quantities:

- Site Acreage \_\_\_\_\_
- Fill \_\_\_\_\_ Cubic Yards (1 Cubic Yard = 27 Cubic Feet)
- Cut \_\_\_\_\_ Cubic Yards
- Combined Total \_\_\_\_\_ Cubic Yards

Length of time required to complete grading work: \_\_\_\_\_ calendar days

By signing below, Permittee (Owner, Developer, Contractor or Agent) does hereby certify that the above information is correct and accurate. Permittee shall protect, indemnify, and hold harmless the City of St. Charles from any loss, damage, liability, and expense for all injuries, including death to persons or damage to property directly or indirectly arising or growing out of the performance of the work described above. Permittee shall hold the City of St. Charles harmless from and shall answer and defend any action instituted against the City of St. Charles for any loss, damage, or injury sustained by any person from the performance of the work described above. The Permittee also consents to allowing access and inspection of the work by City employees.

Signature of Authorized Agent: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

City Code Section 510.050 covers grading permits. Approved siltation control devices must be installed prior to beginning any grading work and maintained until vegetative cover is established. Existing roadways in the area of the work must be kept clean and free of all construction debris. **Areas left unworked for more than 30 days shall be seeded.** Sweep and/or wash street twice daily or as directed by Public Works. Vehicles leaving the site must remove any large mass of materials from tires or body that may dislodge and be left on the street.

Owner/Contractor is to notify the Public Works Dept. at (636) 949-3237 twenty four (24) hours prior to any work. Failure to notify the City may result in rejection of the work and non-acceptance of the improvements. All work is to conform to the City's Construction Specifications. Copies of the specifications are available for \$10 each through the Department of Public Works.

This permit must be on the job site at all times and will expire in **365 days** unless noted otherwise.

Section Below is for City Use Only:

Permit Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_

Security/Escrow/Bonding Required: \$ \_\_\_\_\_

Grading Performance Bond on file with Public Works?: (Yes / No) Amount of Bond: \_\_\_\_\_

SWPPP on file with Public Works?: (Yes / No)

MDNR permit required?: (Yes / No) Copy of MDNR permit in file?: (Yes / No)

Community Development Approved Tree Preservation Plan?: (Yes/No)

SWPPP preconstruction meeting with Operator: Date: \_\_\_\_\_

Application ( Approved / Denied ) by: \_\_\_\_\_ Date: \_\_\_\_\_

Public Works Department

Permit Expires: \_\_\_\_\_

Special Conditions: \_\_\_\_\_